

**WOODS CROSS CITY COUNCIL MEETING
APRIL 19, 2016**

The minutes of the Woods Cross City Council meeting held April 19, 2016 at 6:30 P.M. in the Woods Cross City Hall located at 1555 South 800 West, Woods Cross, Utah.

CONDUCTING:

Mayor Rick Earnshaw

COUNCIL MEMBERS PRESENT:

Rick Earnshaw, Mayor
Tamra Dayley
Jessica Gertsch

Wally Larrabee
James Sheldon
Ryan Westergard

STAFF PRESENT:

Gary Uresk, City Administrator
Bonnie Craig, Secretary
Scott Anderson, Public Works Director
Police Chief, Greg Butler

VISITORS:

Beth Holbrook
Pat Huttzell
Carol Pillard
Gregg Dayley
John Sawyer
John Thackeray
Read Hellewell

INVOCATION:

Rick Earnshaw

PLEDGE OF ALLEGIANCE:

Gary Uresk

APPROVAL OF MINUTES

The Council reviewed the minutes of the City Council meeting held April 5, 2016. After their review, Council Member Dayley made a motion to approve the minutes as corrected with Council Member Gertsch seconding the motion and all voted for the motion through a roll call vote.

REVIEW OF THE FINANCIAL REPORT

The City Administrator then went over the financial report with the City Council. He reported on city funds including the sales and use tax, the transient room tax, impact fees, RAP Tax, energy use tax, court fines and the general fund.

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APPROVAL OF CASH DISBURSEMENTS

The City Administrator then went over the cash disbursements for April 1st through April 15th. Council Member Larrabee made a motion to approve the cash disbursements as presented with Council Member Sheldon seconded the motion and all voted for the motion through a roll call vote.

OPEN SESSION (BRIEF ITEMS)

The Mayor then opened the meeting to items from those present that they would like to bring before the City Council that were brief in nature. This would be items that would take less than two or three minutes.

Ms. Carol Pillard came before the Council and said she was making a follow up comment from the last Council meeting. She said the fact that some people had been charging people to sign up for golf disc tournaments using the city's golf disc course had previously been discussed and Ms. Pillard wanted to call attention to a tournament that was presently being advertised. She said there was a tournament coming up and the tournament organizers were charging \$30 per person and there were going to be 72 participants in the tournament. She said she wanted the Council to be aware this tournament was taking place and fees were being charged.

The Mayor said he was aware of this tournament and told Ms. Pillard that some of the golf disc course designers were given a verbal agreement to be able to hold a golf disc tournament once a year because of their help in designing and constructing the course as they volunteered their time and expertise at no charge.

Ms. Pillard invited the Council to come to the park when the tournament was being held to see the interaction of the disc golfers with the many other people utilizing the park at the same time. The Mayor said he and some of the other Council Members attended this tournament last year and would hopefully be able to attend again this year.

There were no further comments for the open session and the Mayor closed the brief open session.

RECOGNITION OF ADAM OSORO FOR BEING NAMED POLICE OFFICER OF THE YEAR IN THE SMALL AGENCY CATEGORY BY THE UTAH CHIEFS OF POLICE ASSOCIATION

The Mayor turned the time over to the Chief of Police who called Officer Adam Osoro forward to award him the Police Officer of the Year Award in the small agency category. Chief Butler said he had nominated Officer Osoro for his great work in the Woods Cross Police Department and in particular, Officer Osoro bringing the Lethality Assessment Protocol (LAP) Program to the city. Chief Butler explained how this program had made such a positive impact within the City. Chief Butler noted this was a very competitive division because there are many small

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police departments in the state. He said the chiefs from the other police departments voted on this award and it went to Officer Osoro.

The Mayor and Council and those present congratulated Officer Osoro on receiving this award and thanked him for his excellent service to the citizens of Woods Cross City.

POLICE DEPARTMENT REPORT

Chief Butler reported the following to the City Council:

DISPATCHED CALLS

<u>2016</u>	<u>2015</u>	<u>Yearly</u>
Jan—650	Jan—1169	2016—
Feb—911	Feb—1030	2015—12,819
March--1021	March—1065	2014—9495
Running Total--2782	April—1010	2013—8979
	May—1070	2012—7347
	June—1131	2011—6918
	July—1180	2010—7167
	Aug—1167	
	Sept—1104	
	Oct—1072	
	Nov—1072	
	Dec—916	

ASSISTS OUTSIDE AGENCY

2016
Jan—161
Feb—183
March—194

Running Total—528

ACTIVITY REPORT

- Officer Salmon has accepted a job at Cottonwood Heights PD \$5 dollar an hour increase
- Stolen Vehicle Mills Park
- Lockout Drill WX Elementary
- Staff Invited to speak at DNR program
- K-9 Demo Tolman Elementary School
- Two Officers Certified as Firearm Instructors
- Staff Attended Govt Trust GRAMA & HR
- Staff Attended Workplace Violence Training

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- Pre School Tour
- 4 Scout Tours
- Field Training new Officer Johnson

Webpage has been updated and we were able to get this update done at no cost and it looks great. Visit the new website and see what a great job was done on the updates. When you do log onto the website go to the new Crime Reports page and see where different activities take place within the city.

USE OF FORCE REVIEWS

- Stolen Vehicle felony stop
- Evading felony stop

SWAT TEAM ACTIVITY

- Team Testing
- 5 new members
- Ian DuPape made the team from our police department
- SLCPD SWAT Testing

WOODS CROSS SCHOOL ACTIVITIES

- Short Month Spring Break
- 2 Traffic Accidents
- 2 Keys locked in cars
- DARE has ended (graduation in May)
- Lockdown drill at the high school

K-9 Activity

- Completed annual certification with POST
- 5 sniffs for BPD
- 1 sniff WBPD recovered heroin
- 1 sniff DCSO
- 1 sniff UPD

LPR Highlights

Traffic stops—57

Citations—25

Warrants cleared-1

LPR was down due to DUI crashing into it. Officer was not injured

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Detective Division

- 30 active cases
- 10 in felony screening
- 2 aggravated robberies (Slim's & the Park)
- RB's suspect pled to 2nd degree robbery
- 9 new CANR's

After the report, the Chief asked if the Council had any further questions.

Council Member Sheldon asked if there were going to be any changes to the Metro Narcotics units and the Chief said they would still be operating as normal.

Council Member Dayley asked if there was any action being taken to help control the spot on the Legacy Highway where there is a curve on the boarder of North Salt Lake and Woods Cross where a few cars have slid off the road in bad weather, into or through the fence near some homes. The Chief said he would look into the matter and talk with staff about the possibility of placing crash barriers or cables that may be able to help prevent this in the future.

CONSIDERATION TO APPROVE THE PURCHASE OF TWO POLICE CARS

The City Administrator noted the following for the Council:

“When the Capital Improvement Plan was approved in February, the Chief had requested four vehicles and equipment in the Capital Improvement Plan and that was shown as funded, however as I have worked through the budget for FY 2017, the only way that I could fund it would be to take money out of our reserves or the Capital Improvement Fund and I do not feel comfortable doing that. However, in this fiscal years' budget, we do have some surplus monies due to some saving within the police department budget and some increased revenues above what was forecasted. I recommend we purchase two of these requested vehicles in this fiscal year.

“The police department has a number of vehicles that are showing their age. Given to the Council is a listing of the department vehicles status as either good, fair or poor. We would like to replace the “poor” Charger and one of the “fair” Chargers with 93,000 miles.

“Also given to the Council is a cost breakdown by the Chief showing the price of the vehicles he would like to purchase. A Ford 150 super crew truck and a dodge Durango both around \$31,000. The additional cost of equipping a vehicle is about \$11,000 each with a total price tag of \$84,000. One issue that the Chief and I will discuss before the meeting will be the cost difference between getting the matching black vehicles now versus next fiscal year when there are more available. If we feel this is a significant difference then we will recommend waiting until the new fiscal year to purchase the vehicles.”

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Chief Butler then addressed the Council and explained that Officer Dan Schultz is the fleet manager for the police department and checked with several dealerships for the best pricing. He found that Young Chevrolet had the best pricing, even beating out the state bid. He also mentioned that the city has purchased vehicles from Young Chevrolet previously and had received great customer service. The Chief went onto to explain that for equipment storage purposes the officers would like to have an SUV as one of the vehicles. He also noted the officers would like to have a Ford 150 truck opposed to a different make of truck, as it has a tighter turning radius to be able to pursue speeding cars quicker if they need to make a quick turn.

Chief Butler also noted for the Council the department would like to keep one of the older cars as a spare car in case one of the other cars is out of Commission for some reason. He also noted that trucks and SUV's retain their value longer.

After the review by the City Administrator and Chief Butler, Council Member Dayley made a motion to approve the purchase of two police cars as presented. Council Member Gertsch seconded the motion and all voted for the motion through a roll call vote.

CONSIDERATION TO APPROVE A CONTRACT EXTENSION WITH WASTE MANAGEMENT FOR WASTE COLLECTION SERVICES

The City Administrator reviewed the following with the City Council:

“Given to the Council is a proposed amendment to our solid waste collection agreement with Waste Management that would extend it five years to June 30, 2021. Waste Management has agreed to decrease our residential first garbage container cost from \$4.74 a month to \$4.50 a month and the recycling container from \$3.34 a month to \$3.10 per month. They are also removing the fuel protection adjustment from the agreement and have set a fixed CPI rate adjustment for 1.9%. They originally proposed a CPI adjustment for water, sewer and waste collection which after my review showed it was about 4% a year which I told them was not acceptable to us, so they are proposing a 1.9% fixed rate, which they have done with other cities in the area.

“Also given to Council is a chart showing there are lower rates and by bidding it out we may get a lower rate but most of these rates will be adjusting upward with a CPI increase so I feel we are getting a fairly comparative rate. With the removal of the fuel protection adjustment and the fixed CPI this contract is much better than the previous contract which we had and I recommend extending the contract with Waste Management.”

After the review by the City Administrator, the Mayor invited Ms. Beth Holbrook, who was at the meeting representing Waste Management, to come forward. She thanked the Council for the potential partnership and said Waste Management had enjoyed working with Woods Cross City. She said she was glad they had been able to come up with a plan by working together. She said

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she is looking forward to continuing the partnership and would like to come back in the future and talk about recyclables.

Following the information that had been given, Council Member Gertsch made a motion to approve a contract extension with Waste Management for waste collection services. Council Member Larrabee seconded the motion and all voted for the motion through a roll call vote.

**CONSIDERATION TO APPROVE THE SELECTION OF A FIRM TO PROVIDE
ARCHITECTURAL SERVICES FOR THE CONSTRUCTION OF THE PUBLIC
WORKS FACILITY**

The City Administrator noted the following for the City Council:

“We sent out an RFP a month ago for architectural services for the proposed public works facility. We have received eight proposals and are currently reviewing them and will pick the top proposal and enter into a negotiation with that firm for the contract. The review committee is composed of the Public Works Director, Greg Seegmiller, the Mayor, Council Member Westergard and myself.”

The City Administrator then told the Council the Public Works Director had further information which he would present to the Council. The following was the information given to the Council from the Public Works Director:

“We have advertised for architectural services for the proposed Public Works Facility and received eight proposals for review. This RFP provided a brief description of the approximate size we are anticipating. It includes:

Phase I Drawings, elevations, renderings, and cost estimate for the facility by the end of June. This is so we can take it to the public for community support

Phase II After the public input and funding source are secured we complete construction drawings with CMGC team/contractor then begin with the construction

“Myself, the City Administrator, Greg Seegmiller and Council Member Westergard reviewed these and had a short list of three firms. We then asked these three firms to provide the following:

1. Cost of Phase I
2. Cost of Phase II
3. Schedule of work for Phase 1 completed by June 15th
4. Clarification on the interaction between the architect and the City to develop the design

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“The City Administrator, the Community Development Director, Council Member Westergard and myself then interviewed each of these firms and received the requested information. The following are the architectural firms we interviewed:

- **SPE Architect**

Phase I costs	\$123,165
Phase II costs	\$60,835
Construction management included	
Total Costs	\$184,000

This firm has limited Public Works Facilities design, extensive public/governmental office design. They have an extensive team assembled to work on the project with a lot of time together.

- **Think Architecture**

Phase I costs	\$45,500
Phase II costs	\$54,000
Construction management	\$25,000 approximately
Total Approximate cost	\$134,000

This firm has extensive Public Works Facility design, has a good working relationship with previous clients. They have in-house construction management experience and know construction dollars for building.

- **JRCA Architects**

Phase I costs	\$36,500
Phase II costs	\$344,650
Construction Management	\$100,000 approximately
Total Approximate costs	\$481,150

They are willing to have discussions on Phase 1 mostly work sessions some conceptual design, recognize budget constraints.

“After looking at these proposals and information provided to us, the selection group would recommend that an agreement with Think Architecture be pursued to begin design services for the new Public Works Facility.”

The Council asked if the City does not come up with the funding for the full project what would happen. The City Administrator noted that the Phase I contract would be paid and the Phase II contract would be conditional upon financing.

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Following the information and discussion, Council Member Westergard made a motion to approve the firm of Think Architecture Services for the construction of the public works facility and enter into a contract with them for \$45,500 for Phase I with construction management costs at approximately \$25,000 and the contracts for the following phases will be contingent upon getting financing for the project. Council Member Larrabee seconded the motion and all voted for the motion through a roll call vote.

CONSIDERATION TO ADOPT A RESOLUTION APPROVING AN INTERLOCAL COOPERATION AGREEMENT BETWEEN WOODS CROSS CITY AND THE REDEVELOPMENT AGENCY OF WOODS CROSS CITY FOR THE SHARING OF TAX AND OTHER REVENUES TO FACILITATE THE IMPLEMENTATION OF THE 2600 SOUTH COMMUNITY DEVELOPMENT PROJECT AREA PLAN

The City Administrator reviewed the following information with the City Council:

“This is an agreement you have seen before where the City agrees to forward to the RDA the sales tax increment pledged under the participation agreement as well as the Class C, water and storm drain funds. This agreement has not changed since you last received it. I recommend approval as drafted.

Mr. Read Hellewell, the attorney for the project, asked for a bit of clarification of the agreement and the City Administrator outlined two modifications that would be added to the agreement for clarification. One modification was to change the word “be” to “commence” in paragraph one referring to the trigger date for the sales tax payment. The other modification was to change “Thackeray Garn” to “STG Woods Crossing, OTG Woods Cross and Olsen Four Acres” in paragraph four referencing the signers of the participation agreement.

After the review, Council Member Dayley made a motion to adopt resolution 2016-612, a resolution approving an Interlocal Cooperation Agreement between Woods Cross City and the Redevelopment Agency of Woods Cross City for the sharing of tax and other revenues to facilitate the implementation of the 2600 South Community Development Project Area Plan with the two changes as discussed. Council Member Westergard seconded the motion and all voted for the motion through a roll call vote.

OPEN SESSION

The Mayor then opened the meeting to items from those present that they would like to bring before the City Council.

There were no items from the public present and Council Member Sheldon asked if there had been any feedback about the spring cleanup that had taken place within the city. The Public Works Director said he had not spoken to the employees of the city yet but that he did have a couple of complaints from a few residents but that the issues had been taken care of. He said with the early cleanup they had 70 truckloads of limbs from the wind storm that had damaged so

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many trees in the area and were taken to the Bountiful landfill. Council Member Sheldon also said the flyer advertising the cleanup for the city was very good and provided good information to the citizens of the city. The Council then discussed if they might handle the cleanup in the same manner next year and the Council said they would look into the matter further in the future.

Council Members Dayley and Westergard reported on the League of Cities and Towns Conference. They said they both had attended some good classes regarding free website opportunities and the importance of being proactive in protecting the city's websites through cyber security.

Mr. John Thackeray who has been working with the City on the 2600 South development, came before the City Council and told them how much he appreciated working with the staff of the city and how proud of the new 2600 South project he was. He said he is very excited to move forward with the project, and although there were some challenges that had to be overcome, he thought the project was going to be a great addition to the city.

The Mayor and Council in turn thanked Mr. Thackeray for his time and patience in working through the details of this project and they were also looking forward to seeing this project move forward and be completed.

There were no other comments for the open session and the Mayor closed the open session.

RECESS FROM CITY COUNCIL MEETING INTO A REDEVELOPMENT AGENCY MEETING

At 7:55 P.M. Council Member Westergard made a motion to recess the City Council Meeting in favor of a Redevelopment Agency Meeting. Council Member Larrabee seconded the motion and all voted for the motion through a roll call vote.

RECONVENE CITY COUNCIL MEETING

At 8:05 P.M. Council Member Westergard made a motion to reconvene the City Council Meeting with Council Member Dayley seconding the motion and all voted for the motion through a roll call vote.

WASATCH INTEGRATED WASTE DISTRICT REPORT

Council Member Larrabee then presented a video to the City Council showing a tour of the mixed waste processing tour and explained to the City Council the process the district uses to separate and process the waste they receive.

The Council thanked Council Member Larrabee for the video and said they found it very interesting and informative.

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MOSQUITO ABATEMENT DISTRICT REPORT

Council Member Sheldon then reported on the activities of the Mosquito Abatement district as follows:

He said that the budget was on track and was even better than was budgeted.

He noted for the second year the district had received the TAP Award.

He also said the district had begun their spraying efforts for the spring.

He told the Council there had been a problem with some of the spraying areas possibly disturbing beehives that some of the residents in the county have. He said they are trying to stay clear of any beehives with the spraying if they are aware of where the beehives are located.

He said that he feels like there will be some serious consideration of drones being used for spraying purposes in the future.

Council Member Sheldon said they have run into an issue with the Ogden Airport where the district's plane departs from, because it was under new management and they are presently working on solving the issues that have come to their attention with the new management.

The last item Council Member Sheldon reported on was that chemical prices had come way down in price which was allowing the district to save money.

PLANNING COMMISSION REPORT

Council Member Sheldon then reported on the Planning Commission meeting held April 12, 2016. Please see the minutes of that meeting for the details of his report.

SOUTH DAVIS METRO FIRE AGENCY REPORT

The Mayor then reported on the activities of the South Davis Fire Agency. He said they are working on salary issues for fire fighters and paramedics to try to retain employees, as many are leaving for better payment offers to other cities.

He said their budget was on track.

He noted that calls for the fire agency are going up.

He concluded by saying the district is very excited about moving into their own district.

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SOUTH DAVIS RECREATION DISTRICT REPORT

The Mayor continued with the South Davis Recreation District Report.

He said many of the swimmers from the schools in the area are doing very well in the swim meets and one school had won the state competition.

He noted the budget is right on track and membership is up again.

He also reported that he and some of the other are Mayors in the area are working on trying to find more areas that could be used for soccer fields or softball fields as there is a great need for them in our area.

MAYOR'S REPORT

The Mayor reported that plans for the Memorial Day Celebration are moving ahead and are going well.

He noted that Continue Mission has been recognized by Senator Hatch and there is a possibility the program will go national as it is a great program and is helping vets in the area.

The Mayor informed the Council this year the city would celebrate the 20th anniversary of the Memorial Day Celebration. He noted they had spoken with two former marines who are sisters who will be speaking at the opening ceremonies, as well as Miss Davis County who will speak and a young adult choir who will also perform. He said he is very excited for this year's event.

CITY ADMINISTRATOR'S REPORT

The City Administrator reported the following to the City Council:

1. Executive Accountability Report

“We moved our safety committee meeting back a week and will not have the information to present to the Council at this meeting. It will be presented in the next Council meeting.

2. Fiscal Year 2017 Budget

“I am finishing the tentative budget and will have it sent electronically to each of you prior to Council meeting on the 19th. Approval of the tentative budget will be on the May 3rd Council meeting agenda. I anticipate having a work session toward the end of May to discuss any changes you would like to make to the budget and in particular to discuss the financing of the public works building.”

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ADJOURNMENT

There being no further business before the City Council, Council Member Westergard made a motion to adjourn the meeting at 8:36 P.M. Council Member Sheldon seconded the meeting and all voted for the motion through a roll call vote.

Rick Earnshaw, Mayor

Bonnie S. Craig, Secretary